

~~SECRET~~

NATIONAL PHOTOGRAPHIC INTERPRETATION CENTER

NPIC NOTICE  
NO. 15-2-3

MEDICAL  
23 September 1965

EYE EXAMINATION FOR NPIC PERSONNEL

1. A compulsory eye examination program is hereby established for all photo interpreters of the Center and of CIA/IAD. Division and Staff chiefs may, at their discretion, designate other individuals to participate in this program as they deem necessary.

2. The Eye Examination Program will consist of an initial examination by a CIA Consultant Ophthalmologist and periodic follow-up examinations to be conducted at the Center dispensary. The examination will be accomplished at Government expense. The Program does not include purchase of eye glasses.

3. The following responsibilities are designated for the Eye Examination Program:

a. Each Division/Staff chief is responsible for submitting to the Personnel Branch, Support Staff, a list of his personnel required to have periodic eye examinations, and for keeping this list current.

b. Personnel Branch, Support Staff, is responsible for notifying the individuals of scheduled examinations, and providing related instructions (Sample attached).

c. Individuals scheduled for examinations are to notify the Personnel Branch immediately in the event they are unable to keep the appointment so that a substitute can be designated.

4. Follow-up examinations at the NPIC Dispensary will be conducted periodically and will be scheduled through the Personnel Branch. Should the results of a follow-up examination indicate the need for a more intensive examination, appropriate arrangements will be made.

5. Reimbursement for the use of privately owned vehicles (POV), or for the use of taxicabs for travel in connection with the Eye Examination Program, will be authorized.

Executive Director

25X1

Distribution: No. 3

GROUP 1  
Excluded from automatic  
downgrading and declassification

~~SECRET~~

SECRET

NOTIFICATION OF EYE EXAMINATION

1. REPORT TO THE PERSONNEL BRANCH, SUPPORT STAFF, (6N222) ON \_\_\_\_\_  
TO OBTAIN YOUR EXAMINATION CARD.
2. YOU WILL BE EXAMINED IN THE OFFICE OF [REDACTED] 25X1  
[REDACTED] ON \_\_\_\_\_, AT \_\_\_\_\_.
3. UPON ARRIVAL AT THE PHYSICIAN'S OFFICE, PRESENT YOUR EXAMINATION CARD TO THE  
RECEPTIONIST.
4. FOLLOWING YOUR EXAMINATION, OBTAIN THE ORIGINAL COPY OF COMPLETED EXAMINATION  
CARD FROM THE RECEPTIONIST AND RETURN IT DIRECTLY TO THE PERSONNEL BRANCH.
5. YOU MAY BE REIMBURSED AT A FLAT RATE FOR USE OF PRIVATELY OWNED VEHICLE AND  
PARKING, OR USE OF TAXI CAB. REPORT TO ROOM 6N222-C FOR REIMBURSEMENT.

IF YOU CANNOT KEEP THE APPOINTMENT, NOTIFY THE PERSONNEL BRANCH IMMEDIATELY

25X1 [REDACTED] WE WILL BE BILLED WHETHER THE APPOINTMENTS ARE KEPT OR NOT.

SECRET